



QCSE Transfer Procedure

QCSE can manage the transfer of your currently certified management system from your existing Certification Body (CB) in accordance with the JAS-ANZ approved document (IAF MD2)

Should you choose to transfer your certification to QCSE, the following simple procedure is initiated:

Step 1

Contact QCSE via email or phone to request the transfer; we notify your current CB of the request. We then request the last audit report or a statement of compliance from your current CB to ensure issues of concern from your previous audits have been or can be managed in an efficient manner. We will also request a copy of your current Certificate of Registration so that your Scope of Registration can be reviewed.

Step 2

The information will be requested to be provided by the current CB within one week; once received, we review the data provided.

Step 3

Once the internal review process has been completed, we will issue you with a new Certificate of Registration, amend your details on the JAS-ANZ website (register), and add your details to QCSE's web register of certified clients.

The whole process is designed to allow you to maintain your JAS-ANZ recognised certification (without the need to contact your existing certification body), until the transfer procedure is completed, which is generally 30 days from the initial request.

**QUALITY CONTROL SERVICES
(ENVIRONMENTAL)
PTY LTD**
ABN 16 994 323 622

10 Rosina Street
WOODCROFT
South Australia 5162

Telephone:
(08) 8325 1471

admin@qcse.com.au
www.qcse.com.au